


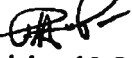


PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | June St. Clair Atkinson, Ed.D., *State Superintendent*
WWW.NCPUBLICSCHOOLS.ORG

November 12, 2013

TO Associate Superintendents for Curriculum and Instruction
PowerSchool Data Managers
PowerSchool Coordinators
Human Resource Directors
Testing and Accountability Directors/Coordinators
Exceptional Children Directors
Academically and/or Intellectually Gifted Directors/Coordinators

FROM Rebecca Garland  Chief Academic Officer
Philip Price  Chief Financial and Information Officer

ASSIGNING MULTIPLE TEACHERS IN POWERSCHOOL

Across North Carolina, many schools have adopted instructional arrangements in which multiple teachers are responsible for instruction on the Standard Course of Study for an entire class or select students within a class. It is critical that the State be able to know which teacher(s) is/are responsible for instruction for students as those data are used in various processes, including roster verification, the School Activity Report (SAR), and reporting of data on Highly Qualified (HQ) teachers.

There are now several fields in PowerSchool that may be used by schools to add additional teachers to a section of a class:

- **Students remain in a regular classroom and a resource teacher joins the class to support only students identified for additional assistance.** Schools should schedule the resource teacher in a "co-teacher" role and the regular classroom teacher in the "lead teacher 1" role. For instructions on adding a teacher in the "co-teacher" role, please review the resource posted [here](#). Please note that "Co-Teacher" is a PowerSchool classification and represents a push-in service. If this situation is specific to Special Education, it does not reflect a true co-teaching model.
- **Students receive some instruction in a regular classroom and also receive additional instruction from a resource teacher in a separate setting.** Schools should schedule a new section for the instruction provided in the separate setting with the regular classroom teacher and the resource teacher both listed in "lead teacher" roles. For instructions on creating a new section for students and assigning the regular classroom teacher and resource teacher in the "lead teacher" roles, please review the resource posted [here](#).
- **Students in a classroom of any kind receive instruction from multiple teachers. The teachers are responsible for the instruction of all students in the classroom.** Each teacher should be listed in one of the "lead teacher" roles. There are four roles for lead teachers that can be assigned: lead teacher 1, lead teacher 2, lead teacher 3, and lead teacher 4. For instructions on adding multiple lead teachers to a section, please review the resource posted [here](#). Please note that, if this situation is specific to Special Education, it does reflect a true co-teaching model).

ACADEMIC SERVICES AND INSTRUCTIONAL SUPPORT

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